Southern Ontario Library Service

SIGNAL - an e-mail newsletter

June 30, 2004

Published by the Southern Ontario Library Service

The introductory page for the Southern Ontario Library Service is www.sols.org. From that page, you can move
to any other pages created by staff at the Southern Ontario Library Service, as well as to links to resources and
professional information.

Note - as this is an older newsletter, some links may no longer be valid, or may refer you to a section of the site that has been updated in the interim. Please contact helpdesk@sols.org if you want more information on a specific initiative.

==========

In this issue:

1. SOLS DELIVERY SERVICE
2. CONSORTIA PURCHASING AGREEMENTS
3. INFO DATABASE
4. FRENCH HELPDESK FOR VDX USERS
5. TRUSTEE KITS STILL AVAILABLE
6. UPDATE: Policy Requirements under the Municipal Act, 2001
7. SOLS TRAINING WORKSHOPS
8. EXCEL REGISTRATION – Registration deadline Monday, August 30th
9. WEB SITE UPDATES
10. ANNUAL SURVEY INFORMATION
11. Chiefs of Ontario Accept First Nation PL Draft Strategic Plan
12. Second Partnership for SOLS' First Nation Libraries Development Program
13. Book Publishing Industry Development Program (BPIDP) and SOLS Promote First Nation Communities Read Program at CLA/BCLA Conference
14. SOLS CEO LISTSERV
15. SOLS BOARD SUMMARY
16. SOLS in the Community

==========

1. SOLS DELIVERY SERVICE

In light of the budget constraints SOLS is facing, we will be modifying our delivery benchmarks and reducing the frequency of interlibrary loan delivery. The new benchmarks may be found on our Web site under "Delivery Service", located at http://www.sols.org/resourcesharing/delivery/index.htm . Libraries affected by this change will receive letters in July from SOLS, and the changes will be implemented in early September 2004. In all, 73 libraries (about 50% of those on delivery) will see some reduction in delivery frequency.

==========

2. CONSORTIA PURCHASING AGREEMENTS

SOLS negotiates charitable/consortia purchasing agreements (CPAs) on behalf of SOLS libraries. CPAs are 'economies of scale' pricing for the purchase or lease of a range of goods and services. This month, a CPA for canvas tote bags from Jan-Way was announced. The period of this agreement is June 11 2004 to August 20th 2004 and all orders must be placed before August 20th 2004. The Canadian sales representative is Bill Lynch, 416 244-4024, or email bill.lynch@sympatico.ca.

Further information on Charitable/Consortia Purchasing Agreements can be found at http://www.sols.org/resourcesharing/coolcpa/index.htm . At that Web page, the various CPAs are organized by product and service, as well as by Vendor. The contact person for the CPAs is the SOLS Purchaser, Ron Neems. Ron can be reached at 1-416-961-1669 or 1-800-387-5765 ext. 5115 or by e-mail at

==========

3. INFO DATABASE

SOLS and OLS-North will soon be gearing up to gather library databases for the 2004 update of the INFO Union Catalogue. In preparation, we would like to have the names, e-mail addresses and telephone numbers of the contacts in each library to which communication on that project should go. An information form has been posted on the SOLS Web site at http://www.sols.org/INFO/DB/2004/INFOContact.htm. The deadline for submission of the information is Friday, July 9, 2004

An e-mail message about this information form was also sent to both the solsinfoadmin-l listserv and the contacts for the infolist.

==========

4. FRENCH HELPDESK FOR VDX USERS

On April 1, 2004, the Clarence-Rockland Public Library began providing French HelpDesk service to French speaking staff in libraries across southern Ontario for VDX, our interlibrary loan software.

The agreement between SOLS and Clarence-Rockland Public Library runs for one year from April 1, 2004 to March 31, 2005, with a use review at the end of that period. Patricia Desrochers will be the HelpDesk person available to French clients when it comes to matters pertaining to VDX and interlibrary loan in general. She can be reached at pdesrochers@clarence-rockland.com or **1-877-252-0068 or 1-613-446-6787**. Patricia will be available Monday to Friday, 8:30 am to 4:30 pm and will respond to calls and e-mails within 24 hours. Response to questions received over weekends and holidays will be delayed until the next day of business.

For service in French on other general matters, libraries are asked to contact Diane Lozanski at

1-613-260-2503 or 1-866-304-7988 or to check our Web site at www.sols.org/CentredAppels/Communiquez.htm

For service in English on other matters, libraries are asked to contact the SOLS HelpDesk at 1-800-387-5765, press 4, or check our Web site at www.sols.org/helpdesk/Contact.htm

==========

5. TRUSTEE KITS STILL AVAILABLE

This is a reminder that there are still copies of the 2004 **Trustee Kit** available from the SOLS-Toronto office. More information about the kit is posted on the SOLS Web site at http://www.sols.org/trustee/trustmain.htm. There is no charge for this publication, and you can order as many copies of the kit as you need for your trustees and relevant staff. To order, simply send an e-mail to trustees@sols.org . This is a very useful publication that has been widely received in public libraries across Ontario.

==========

6. UPDATE: Policy Requirements under the Municipal Act, 2001

Under the Municipal Act, 2001, section 270, public library boards must adopt policies with respect to the hiring of employees, including, and under section 271, policies with respect to the procurement of goods and services, before January 1, 2005.A summary of the requirements for these two policies, as well as a list of available resources, is posted at http://www.sols.org/links/clearinghouse/legislation/resources/municipalact2001/index.htm

By July 7, 2004, SOLS will have completed its review of all of the key resources, summarized and extracted relevant sections. On July 7, there will be a new posting in the "Consulting" section of the SOLS Web site (located at http://www.sols.org/links/clearinghouse/legislation/resources/municipalact2001/index.htm) which will include links to sample policies and other relevant information.

==========

7. SOLS TRAINING WORKSHOPS

Fall workshop details will be posted on the SOLS website, located at http://www.sols.org/librarydev/training/clinicsworkshops/index.htm, in early July, with registration for workshops beginning on Monday, August 9, 2004.

By mid July, all SOLS CEO's and branch librarians will have a paper copy of the workshop descriptions and registration forms, for circulation to staff members over the summer and into the fall.

We will be offering a children's workshop, and workshops dealing with the reference interview, offering multicultural service, working with volunteers, and purchasing for public libraries, to name a few. It's going to be a worthwhile and varied assortment of topics, so please stay tuned to the SOLS Web site as more information becomes available.

==========

8. EXCEL REGISTRATION – Registration deadline Monday, August 30th

EXCEL is a unique training program in managing a small public library or a community branch library that has been supported by the Ontario Library Service for more than 14 years. Over 480

people have completed the program. This program could be of interest to you because it is specifically designed for public library staff or volunteers who have little or no formal library training. You can either take the entire program of 10 courses, or complete individual courses that might interest you. Once registered, you would receive course material and work with a tutor via telephone or e-mail on the material. The cost per course is $145 plus GST. EXCEL is offered in both English and French.

This fall, the following courses will be offered in English:

- Introduction to Public Libraries
- Basic Library Management
- Supervision
- Information Services
- Basic Collection Development **(revised)**
- Acquisition and serials **(revised)**
- Circulation
- Non-book Materials
- Professional Development

The following courses will be offered in French:

- Introduction aux bibliothèques publiques
- Services d'information
- Techniques de communication
- Ressources d'information électroniques

The registration deadline for the fall semester is **Monday, August 30, 2004**. The course material will be shipped to students beginning **Thursday, September 2nd**, with the semester commencing **Monday, September 20th.** More information about the program, and a registration form, is posted at http://www.sols.org/librarydev/training/excel/index.htm

==========

9. WEB SITE UPDATES

An interesting report has been added to the SOLS Web site. The SOLS Web Editor has created a sub-section within the Professional Information page of the SOLS Web site for "Reports of Interest: on research and findings in the field of library science". The new report, entitled "How They Stack Up - Canadian Edition, 2004", was compiled by OCLC. The report contains some interesting comparisons of library economics and activities to other sectors, professions and destinations in the worldwide economy. The link to the report can be found at http://www.sols.org/Profinfo/Reports.htm

==========

10. ANNUAL SURVEY INFORMATION

The deadline for the submission of data in the **Annual Survey of Public Libraries** to the Ministry of Culture was June 7th. On June 16th, the Ministry announced that the ministry's review of the data submitted for the 2002 Annual Survey was complete, and that the resulting statistics have now been published on the Ministry of Culture's Web site. You can find the link at http://www.culture.gov.on.ca/english/culdiv/library/statistics/index.html There is also a link to the main page for the Libraries Unit of the Ministry of Culture in the left navigation column of the main SOLS Web page at www.sols.org

==========

11. Chiefs of Ontario Accept First Nation PL Draft Strategic Plan

>Acceptance, in principle, of the First Nation Public Libraries' Draft Strategic Plan by the Chiefs of Ontario on June 17 at their meeting in Hiawatha raises expectations for the future of a strategic plan in the making since fall 2003. The draft plan, developed by a committee of volunteers from First Nation public libraries across Ontario with support from SOLS and OLS-North, lays out a five-year agenda for First Nation public library development in Ontario.

The Ministry of Culture provided funding, through OLS-North, to develop the strategic plan. dmA Planning & Management Services facilitated the process. Committee members from southern Ontario are Karen Foster from Chippewas of Georgina Island Public Library, Karen Lewis from Kanhiote Tyendinaga Territory Public Library, Lynda Lou Classens from Bkejwanong First Nation Public Library, and Patty Lawlor from SOLS. There are plans to share the plan with the public library community and stakeholders in the near future.

==========

12. Second Partnership for SOLS' First Nation Libraries Development Program

Saugeen First Nation and Clearview are the second pair of public libraries teaming up for the cultural-bridging and collection-based pilot program SOLS launched earlier this year. Working with a collection needs profile developed by Saugeen First Nation librarian Tina Roote, Clearview Public Library will weed its collection and cull incoming donations for materials that match the Saugeen profile specifications.

Jennifer La Chapelle, Clearview CEO, contacted SOLS to arrange for a First Nation library partnership after reading about the program in the February 2004 issue of Signal. She reports that the Clearview staff is very excited about the partnership. Similarly, Tina Roote, Saugeen Public Library's only staff member, is enthusiastic about Clearview's interest in taking a planned approach to working with her to update and expand the Saugeen collection.

The initial program partnership teamed up the Chippewas of Georgina Island and Pickering Public Libraries. Pickering has just sent a third shipment of materials to Georgina Island.

For more information about the First Nation Libraries Development Program (previously called the Friends of First Nation Public Libraries program), see the article, "SOLS Launches 'Friends of First Nation Public Libraries' Pilot Project," in the February 2004 issue of Signal at http://http://www.sols.org/librarydev/publications/Signal/index.htm/Archives/February%202004.htm. To become involved in a partnership, contact Patty Lawlor, First Nations Consultant, by phone at 1-800-387-5765, Ext. 5107 or e-mail at plawlor@sols.org.

==========

13. Book Publishing Industry Development Program (BPIDP) and SOLS Promote First Nation Communities Read Program at CLA/BCLA Conference

SOLS undertook the coordination and Canadian Heritage's BPIDP supplied funding to promote the First Nation Communities Read (FNCR) program in Victoria, British Columbia, on June 17 and 18.

FNCR promotion began with the design and printing of a First Nation Communities Read book sticker and a poster honouring Solomon's Tree, the 2004 book selection, and other nominated titles. A program exhibit, at the Orca Book Publishers' booth, included photo enlargements from the 2004 First Nations Public Library Week Solomon's Tree book tour in northwestern Ontario. It featured book signings by Andrea Spalding, Solomon's Tree author, Victor Reece, Tsimpshian master carver and Solomon's Tree inspiration, and Solomon, Reece's son and the book's title character.

The BPIDP sees partnership potential in the FNCR program which supports a BPIDP goal to promote publication and public awareness of Aboriginal books. SOLS, in consultation with the First Nations Public Library Week planning committee, is currently discussing further opportunities with BPIDP. For more information about the FNCR program and the BPIDP partnership, contact Patty Lawlor, First Nations Consultant, by phone at 1-800-387-5765, Ext. 5107 or e-mail at plawlor@sols.org.

Southern Ontario public libraries may obtain a copy of the new FNCR book sticker and poster, subject to their ongoing availability, by e-mailing Patty Lawlor at plawlor@sols.org. Delivery will be via SOLS courier.

==========

14. SOLS CEO LISTSERV

SOLS maintains a list of all the e-mail addresses for SOLS CEOs. It is this list that is used to distribute Signal. Several times through the month, you may also receive other messages from SOLS staff members. In June 2004, the following messages were sent:

- from Laurey Gillies on June 11th with respect to the Spring Report of the Federation of Ontario Public Libraries. The Spring Report was attached to the e-mail but it may also be found at http://www.sols.org/sdc/FOPL/FOPL-Spring04Report.pdf
- from Daryl Novak, via Sue Walls, on June 15th with respect to Consortium Purchase of Employee Benefits

If you did not receive any one of these messages, and would like further information, please contact the SOLS HelpDesk at 1-800-387-5765, ext. 4, or by e-mail to helpdesk@sols.org

==========

15. SOLS Board Summary - June 2004

Chairperson and Vice-Chairperson Acclaimed –

The annual elections for the positions of Chairperson and Vice-Chairperson were scheduled for this meeting. Susannah Ketchum was returned as Chairperson and Audrey Lawrence Vice-Chairperson, both through acclamation.

New Board Appointments –

Alan McEwen was elected to the Board at the Trustee Council 2 meeting in April. He fills a vacancy left by the resignation of George Deshpande. Alan is a trustee from the St. Catharines Public Library.

Lynda McKittrick was elected at the Trustee Council 8 meeting, filling a vacancy left by the

resignation of Beverley Rix. Lynda is a trustee from the Augusta Township Public Library.

Patricia Waters-Holst was elected at the Trustee Council 7 meeting. She is filling a vacancy left by the resignation of Lynn Campbell. Patricia is a trustee from the Petawawa Public Library

Assurance of Funding - MPP Visits

One of the four jobs of the Board is assurance of funding through advocating the provincial government for optimal funding and pursuing a variety of funding and resource development activities that support SOLS' Ends priorities.

The Board has launched a program to visit all MPPs whose ridings overlap SOLS' service area, as well as most Cabinet Ministers. A total of 77 visits are planned, and twenty-one visits have been completed to date.

Assurance of Funding - Fundraising

The Board also established a Gifts Committee at the June meeting. The role of the committee is to:

1) Develop organizational capacity to raise funds through individu donations.

2) Develop donors willing to give to SOLS.

3) Raise $30,000 for SOLS 05/06 budget.

The first meeting of the new committee is June 15. They will be working on developing the case for support, the marketing strategy, recognition vehicles, and developing a canvassing team.

Ends Policy Development

The Board continued work on Ends policies for SOLS, and approved the following statements.

Mission: SOLS exists so that there is a strong system of effective and efficient public libraries enabling equitable access to library services for Ontarians.

A strong system of effective and efficient public libraries is further interpreted to include:

1) Libraries collaborate to make the most effective use of resources.

a) Libraries are connected together in a network which enables access to a full range of information resources.

b) Libraries can acquire a wide range of goods and services cost effectively.

2) Libraries are equipped to meet future challenges and opportunities.

a) Libraries are able to meet the Ontario Public Library Guidelines for Accreditation.

b) Library trustees and staff have the skills, information and guidance they need to govern, advocate, plan and operate effectively.

c) Libraries work together to achieve shared goals.

3) 3) Stakeholders are kept informed of the value of libraries.

The CEO will be seeking input on these Ends statements from client libraries through key informant interviews over the summer.

Provincial Marketing – Library Booth at AMO

SOLS Board continues to support the Provincial Marketing Committee's efforts at the annual Association of Municipalities of Ontario conference. In addition to a financial contribution, SOLS Board members participate in staffing the booth. This year, our volunteers are Audrey Lawrence, Jim Neill and Susannah Ketchum.

Operational Plan Quarterly Update

An update on various operational items on SOLS services is available on SOLS Web site at http://www.sols.org/publications/corporate/list.html

Next Board Meeting

The next meeting of SOLS Board is scheduled for Saturday September 11, 2004, location to be confirmed.

==========

16. SOLS in the Community

Patty Lawlor, First Nations Consultant and a regular reviewer of children's books for Quill & Quire, will serve on the Ontario Library Association's 2005 Blue Spruce Reading Program's selection committee.

The Blue Spruce program, established in 2002 by Ontario teacher-librarians, is a provincial reading program for kindergarten to grade three students. Adopted by OLA, the program encourages young children to become excited about books and reading and raises an early awareness of quality Canadian books. The titles for the 2005 Blue Spruce program and all other 2005 OLA reading programs will be announced at Word on the Street in Toronto on September 26, 2004. For more information about the Blue Spruce Reading Program, visit the OLA web site at http://www.accessola.com/site/showPage.cgi?page=reading/bluespruce/index.html.

==========

All issues of SIGNAL, including the French version of SIGNAL, can be viewed online at http://www.sols.org/librarydev/publications/Signal/index.htm . However, if anyone would like to receive the e-mail version of this newsletter, please send a message to signal@sols.org. You can reach the editor of SIGNAL at: signal@sols.org or by telephone at 1-866-380-9767.

Disclaimer. For questions, comments and suggestions regarding this website, please Contact SOLS Helpdesk.
Southern Ontario Library Service